

**Policy 7.01 Implementation Plan**  
**Port Gamble S’Klallam Tribal IV-D Program and Fife DCS Office**  
 Biennium Timeframe: July 1, 2006 to June 30, 2008

Plan Due Dates: April 2 (Regional Plan submitted to Assistant Secretary) and April 30 (Assistant Secretary Plan submitted to IPSS) of each even-numbered year. Progress Report Due Dates: April 2 (Regional Plan submitted to Assistant Secretary) and April 30 (Assistant Secretary Plan submitted to IPSS) of each odd-numbered year.

Implementation Plan				Progress Report
(1) Goals/Objectives	(2) Activities	(3) Expected Outcome	(4) Lead Staff and Target Date	
<b>Appropriate referrals &amp; coordination</b>	<p>DCS will monitor for cases with a Port Gamble S’Klallam member and contact the Tribe to see if a referral is appropriate.</p> <p>There are some concerns regarding medical and foster care cases. The Tribe would like to be able to offer these services and has discussed the issue at both the federal and state level to see if options exist. Discussions continue in these areas.</p> <p>The Tribe will notify Fife DCS of any child in foster care or on medicaid so we can ensure that any existing case at DCS is in our caseload in Fife and includes appropriate tribal coding.</p>	All appropriate referrals will be made & cases with Port Gamble S’Klallam members will be in the Fife office.	<p>State: Chris &amp; Rhonda</p> <p>Tribe: Maria &amp; Marilyn</p>	
<b>Reducing the risk of child support flowing out incorrectly on Tribal TANF cases.</b>	<p>The Tribe will notify DCS when it believes a Tribal TANF referral is pending so DCS can set Special Instructions on the case to minimize and prevent money flowing out elsewhere incorrectly.</p> <p>DCS will send a debt calc immediately on new Tribal TANF cases.</p>	Reduce or eliminate any funds being paid out to clients that should indeed be paid through to Tribal TANF child support cases.	<p>State: Chris and Rhonda</p> <p>Tribe: Maria &amp; Marilyn</p>	

	DCS will also review dollars in suspense so they don't remain longer than necessary in order to facilitate the correct month's \$100 pass through payment.			
<b>Technology and SEMS Information &amp; Access</b>	DCS will look at ways to assist the Tribe with locate services through DCS Central Services.	Enhanced locate services.	State: Donna (with assistance from HQ) Tribe: Marilyn	
<b>General Problem Resolution</b>	Rhonda, Donna and Jim commit to be accessible and approachable. Tribal staff are encouraged to call any of these DCS people should front-line efforts at DCS not be meeting expectations or there are suggestions for improvement.	Problems will be corrected quickly and effectively.	State: Donna, Rhonda, Jim Tribe: Marilyn	

<b>Document Best Practices</b>	Donna, Jim and Rhonda will work with Marilyn and Maria to develop a written summary of best practices for handling cases.	Consistency and efficiency of operations	State: Donna, Rhonda, Jim Tribe: Marilyn	
<b>Meetings between Tribal and DCS Staff</b>	DCS and Tribal staff will meet separately from the regular 7.01 meetings to discuss issues of unique concern or process to this program and relationship. Marilyn will suggest which DCS staff are appropriate to attend each meeting.	Enhanced communication, understanding and respect.	State: Donna Tribe: Marilyn	
<b>Regular 7.01 Meetings</b>	The Fife District Manager and Jim (as Legal Unit Tribal Liaison) will meet with all Tribal Representatives on a semi-annual basis as our "7.01 Meeting."	Cross program discussions, problem solving, issue identification, mutual support.	State: Donna & Jim Tribe: Marilyn	
<b>Sharing Training Opportunities</b>	DCS will advise Tribe of SEO Academy Training Modules & dates for other ongoing training events.	Share training resources and opportunities from DCS to Tribal staff.	State: Rhonda Tribe: Marilyn	

<b>Tribal Training</b>	DCS staff associated with the Tribal Team will be given appropriate training (ie: Government to Government Training)	Enhance knowledge of DCS staff on Tribal history, culture, processes.	State: Rhonda Tribe: Marilyn	
<b>Involvement in hiring of DCS staff who work with the Tribe</b>	When DCS is filling positions that directly impact the Tribe, DCS will notify the Tribe and invite their involvement in the hiring process.	Building trusting working relationships between the staff of our programs.	State: Rhonda Tribe: Marilyn	